ofgem E-Serve

Minutes

Smart Meter Design Sub Group 1 (SMDSG1) – Meeting Note

Note of discussion and actions from SMDSG1 Meeting No. 10	From	Shaun Scullion
	Date and time of Meeting	17 November 2010 10:00-16:00
	Location	PA Consulting, 123 Buckingham Palace Rd, London SW1

1. Present

1.1. Ofgem – Peter Morgan, David Fletcher, Shaun Scullion.

1.2. SMDSG1 members:

Anthony Campion	Gemserv
BEAMA	Dave Robinson
British Gas	Andrew Pearson
EDF Energy	Bob Gibbs
ENA	Alan Creighton
Engage-consulting (ERA)	Simon Harrison
Engage-consulting (ERA)	Alistair Manson
Eon-UK	Geoff Huckerby
ESTA	David Spalding
First Utility	David Wurtzler
ICoSS	Andrew Green
RWE Npower	Gary Coverson
SBGI	Jeff Cooper
Scottish Power	Grahame Weir
SSE	Neil Green
Utilita	Phil Kettless
AMO	Stewart Green
Chris Shire	Intellect

1.3. SMDSG1 members that couldn't attend:

Consumer Focus	
Good Energy	
Ofcom	

2. Introductions

2.1. None required.

3. Review of actions

3.1. Actions

Add HAN sentence to IHD paper and circulate	BEAMA	Completed.
Add amendments to last gasp paragraph and circulate	Ofgem	Outstanding to complete.
Add amendments to data storage paper and circulate	SP	Completed.
Update use case table and circulate to the group – This will be presented at the next meeting (17th November)	ERA	Completed. (On agenda for meeting).
Amend and circulate the technical specification clarification table whilst also producing a summary and conclusion on reds / ambers.	BEAMA, SBGI	Completed. (On agenda for meeting).
Consider what needs to be included / taken out of the BG tariff paper	All SMDSG1	Completed. (On agenda for meeting).

3.2.   SMDG SG1 papers – final check – Last gasp, IHD and data storage papers to be circulated to SG1 for review and circulation to SMDG.

4. HAN requirements and use case review

4.1. ERA & Ofgem presented on SM Use Cases (document "SMD Use Cases v0.2.doc" previously distributed). The following source documents were used to compile the document:
  - ERA SRSM Supplier Use Cases v0.2 – July 2010 (90 pages)
  - ENA Smart Metering System Use Cases v1 – April 2010 (123 pages)
  - SMDG HAN Service Requirements (draft) – October 2010 (16 pages)

4.2. Ofgem presented each of the (23) Use Cases individually to the Group who validated each in turn, remarking where they though a particular Case required more articulation and prioritising each Case for inclusion or not in a 'top 5'. The Group proposed that there were no immediately obvious omissions in the 23 Cases presented, and all proposed the priority Cases (from a Manufacturing perspective at least) as:

  - 1. Commission SM
  - 2. Manage Pre-Pay
  - 5. Update Parameters & Configuration
  - 6. Upgrade Firmware & Software
  - 8. Clear / retrieve data
  - 9. Read meter
  - 17. Access control
  - 18. Manage device relationships

4.3. ERA demonstrated an example of a fully developed Use Case (from the document "ENA Smart Metering System Use Cases v1 – April 2010") to illustrate the level of detail that would be required for each Use Case and provide an indication of the effort needed from the Group to fully develop the (23) SMD Use Cases presented.

4.4. Given the indicative effort needed to fully develop the 23 Use Cases presented, and the limited time available, the Group discussed how best to approach the task and proposed that the most feasible approach was to split into smaller groups, each to tackle a portion of the 23 Cases, and to dedicate 2-3 consecutive days (to include the next scheduled meeting of the full Sub-Group) over the next fortnight to develop the Use Cases with each smaller groups work being reviewed and validated by the full Sub-Group. The smaller groups were suggested to be organised as follows:

Use Case	Industry Representatives required to develop
Commission SM	Manufacturers Suppliers AMO
Manage Pre-Pay	Manufacturers Suppliers
Update balance of credit account	Manufacturers Suppliers Ofgem
Manage prioritised logs and alarms	Manufacturers Suppliers Network Operators
Update parameter & configuration	Manufacturers Suppliers Network Operators
Upgrade firmware & software	Manufacturers Suppliers Ofgem AMO
Send message for display	Manufacturers Suppliers Network Operators
Clear/retrieve data	Manufacturers Suppliers Network Operators
Status of supply Read meter	Manufacturers Suppliers Network Operators 3rd Party (ESTA?)
Settings at meter	Manufacturers Suppliers Network Operators AMO
Enable supply	Manufacturers Suppliers Network Operators
Disable supply	Manufacturers Suppliers Network Operators
Switch	Manufacturers Suppliers
Update tariff	Manufacturers Suppliers

Distributed generation	Manufacturers Suppliers Network Operators
Load management	Manufacturers Suppliers Network Operators ESTA
Access control	Manufacturers Suppliers Energy management
Manage Device relationships	Manufacturers Suppliers
Provide update to display	Manufacturers Suppliers
Get prices	Manufacturers Suppliers
Get Load managememt instructions	Manufacturers Suppliers Energy management Network Operators
Provide local gen info	Manufacturers Suppliers Network Operators
Maintain meters and infrastructure	Manufacturers Suppliers AMO

5. Tariffs

5.1. Ofgem presented the paper "Example requirements for tariff structures of Smart Metering Systems – Draft v0.1" previously distributed to the Group for comment. The Group did request some clarifications and definitions of the terminology employed. The group also proposed that they should wait until the clarifications and all comments on the paper had been received until deciding what position to take and in the interim would consider how, and in what timeframe, to take this particular piece of work forward (*Note:* Eon comments would not be available until w/c 29 Nov). In addition gas and non domestic requirements should be taken into consideration.

6. Statement of Design Requirements

6.1. Ofgem presented this item, reminding the Group that in (early) December they were scheduled to submit a revised SoDR which took into account both the Group's work and the relevant consultation responses. A first draft of the revised SoDR (produced by Ofgem) was expected to be completed w/c 22 Nov. Ofgem viewed the revised SoDR as replicating the Prospectus SoDR in format and content but with the addition of at least:

- a supporting narrative on suggested changes;
- A separate narrative on how the Group suggest that the SoDR should develop through future phases (chiefly January to July 2011);
- A separate narrative emphasising that some areas of the SoDR were still 'red-lined' (i.e. areas that were still pending decisions from SM Programme Governance and other sponsoring bodies).
- A suggested structure for the Technical Specification

6.2. Ofgem presented a high level timeline for discussion, based on the SM Prospectus, which illustrated the process for producing the combined functional requirement /

technical specification document and its context within the programme. There was a discussion on the timeline and its achievability.

7. Delivering Detailed Design Requirements

7.1. There was a short discussion what the July 2011 product "Final Detailed Design Document(s)" would look like. Group members representing manufacturers emphasised the need for the programme to make the necessary decisions in a timely manner to allow manufacturers sufficient time and information to develop their products in line with the programme's schedule. Even so, those same Group members voiced the opinion that the mid-2012 date was not achievable, primarily because 6 months from an proposed technical specification being available was insufficient time for manufacturers to develop and get their products to market.

7.2. The Group briefly discussed what the HAN technology solution might ultimately be. The HAN must be defined by July 11 in the "Final Detailed Design Document(s)" , and it is for the Group to propose what its HAN recommendation would be and to identify the process for reaching that conclusion.

7.3. The Group discussed and identified the essential broad activities and milestones between Jan 11 and July 11 to achieve detailed design; they were:

- HAN recommendation decision
- Interoperability (DCC)
- Detailed use case preparation
- Application data layer recommendation
- Architecture definition
- Security framework check
- Industry collaboration – standards bodies (consult)
- Standards (normative requirements) review
- Tariff structure
- Pre-Pay meter structure
- Data and alarms

7.4. The Group provided its thoughts on ways of working which they thought would optimise the prospects of best achieve the high level timeline Jan-July 2011. In summary:

- Groups of manufacturers
- Working groups
    – Engage with supply chain
    – 'wet towel' high intensity of effort sessions
    – weeks effort
- Sub-Group oversight of detailed work
- Focussed Resource in a room
- Good mix of users in each group
- Continuity and quality of documentation
- Oversight / good mix
- Other stakeholders role?
- Weekly updates

7.5. The Group proposed to produce outline descriptions for the component elements (as illustrated by the high-level timeline presented) of the technical specification:

- Expanded statement of design requirements   Ofgem
- Normative references to existing standards   ERA
- Use cases & operational interoperability standards   ERA
- Interoperable component requirements & defined options   SBGI

8. Any other business

8.1. (SBGI). SBGI presented the "Combined Functional Requirements Proposal" spreadsheet discussed at the last SG1 meeting with the RAG status defined as requested.

8.2. (SBGI). SBGI as per their action, put forward some alternate wording for functional requirement GS.4 ("*The smart metering system shall support capture of gas consumption data at 5 second intervals*"). In re-drafting the requirement, SBGI had consulted extensively with a representative of the Gas Distribution Networks. The Group's view was that ½ hourly capture would be sufficient for the present. SBGI requested that the requirement should be re-drafted in a way which would support future gas networks management requirements, and suggested that those requirements could perhaps be accommodated via a firmware upgrade process. SBGI proposed that the phrase "*6 minutes*" be changed to "*fractions of an hour*" (with ½ hour being the default).

8.3. (EDFE). EDFE pointed out to the Group that internal EDFE discussions had highlighted that the SODR does not specifically state that the IHD shall display the meter registers, and questioned if the SoDR should be corrected to specifically add that requirement. The Group discussed the EDFE request without reaching a firm conclusion but proposed to refer the matter initially to Ofgem to raise with their Consumer stakeholders (see action).

8.4. (ESTA) ESTA informed the group that in SG2 there had been a request from Intellect to specifically add in 'energy management devices' to the SM architecture. The Group took the position that this would hopefully be picked up as part of the Use Case work.

8.5. (ESTA) ESTA stated that they would find it very useful to see more clarification from suppliers on what they (suppliers) were likely to see as their requirements for non-domestic consumers. The group believed that the requirements may become more visible after the work to review tariff requirements covered in the previous item (see action).

9. Review of actions from meeting today

9.1. Meeting actions

Add amendments to last gasp paragraph and circulate (Action carried forward from last meeting).	**Ofgem**	**Outstanding to complete.**
To re-distribute the paper "SMD Use Cases v0.2" to SG1. All SG1 to review the paper and send back comments:	**ERA / SG1**	**22/11/10**

• **Are there any other local / remote actors (devices)which would warrant incorporation into the document?** • **Which of the Use Cases, in their opinion, needs more detailed articulation?** • **Which of the Use Cases, in their opinion, needs to be marked as a priority Use Case?** • **Generally any other comments (omissions) in the document.** **ERA when distributing will provide prompts and guidance to assist the Group to make pertinent comments.**		
To provide an update for the SG1 meeting on 24 Nov as to how it is intended for the Group to tackle the SM Use Case development work (effort, people, dates)	**ERA (AM)**	**24/11/10**
To email to ERA (SM) the names and contact details of people in their organisation who they believe would have the expertise and (full) availability to contribute to the SM Use Case development work.	**All SG1**	**By 24/11/10**
To review the tariff requirements for gas, non-dom, domestic and electricity to ensure that all aspects have been covered.	**All**	**24/11/10**
To distribute last gasp, data storage (& other relevant) papers that went to the last SMDG meeting to SGI	**Ofgem**	**24/11/10**
To distribute to ERA, SBGI the 'Product Description' template that has been previously used for SG deliverables.	**Ofgem**	**24/11/10**
To seek CAG opinion on the EDFE question re whether the SoDR should specifically state that the IHD will display the meter register (i.e. that consumers should have the facility to see their meter reading at the IHD)	**Ofgem**	**24/11/10**
Distribute to SG1 the risks and issues logs as presented to SMDG.	**Ofgem**	**24/11/10**

10.   Risks & issues

10.1.   The group requested that they see the risks and issues as presented to SMDG. Ofgem took an action to distribute these.

11.   Review of meeting

11.1.   The group were proposed that the meeting was both intensive and productive.

12.   Date of next meeting

24th November 2010 – 10:00-16:00 – Ofgem, 9 Millbank, London SW1.